



Dr. Estelle L. Kassebaum Memorial
SCHOLARSHIP PROGRAM

FOR EXCELLENCE IN SCHOLARSHIP, CHARACTER, LEADERSHIP AND SERVICE



PAY IT FORWARD
Leadership Service Project
WORKBOOK



"Where there is love, there are miracles."

2016-2017

What Is Leadership?

Dr. Cornel West

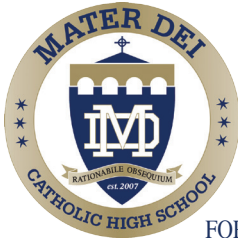
*Leadership is the use of one's imagination to
conceive different concepts.*

As a leader:

*You must endure heart-ache and sorrow
You face humiliation and discouragement
You work while others play
You support those who have fallen
You encourage the despairing
You give direction to the lost
You carry the burdens of many
You weep for the suffering
You laugh with the happy
You calm the angry
You comfort the mourning
You pray for wisdom
You smile to the frowning
You listen to the ideas of others
You forgive those who hold grudges
You help those in need
You recognize many
You are recognized by few
You achieve the impossible
You give credit to others
You give all of yourself to be a leader
But you ask yourself daily,
Is it worth it?
But it is those times
When you make a difference
In the life of another person
That tilts the scales of sacrifice
And makes being a leader
The Greatest Privilege in the World*

PAY IT FORWARD

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Dr. Estelle L. Kassebaum Memorial **SCHOLARSHIP PROGRAM**

FOR EXCELLENCE IN SCHOLARSHIP, CHARACTER, LEADERSHIP, AND SERVICE



Congratulations, Scholarship Candidate,

In being selected to receive the Dr. Estelle L. Kassebaum Memorial Scholarship, you have become one of the select few who will help to carry on Dr. Kassebaum's ministry of service and love.

As a part of the selection process, you have accepted the challenge to help "pay forward" goodness by planning and executing a leadership service project. By completing your project, you will serve as a torch of light and love for others to emulate.

This Pay It Forward Leadership Service Project Workbook will help you to meet the leadership service project requirement. You will use this workbook to plan, receive the necessary approvals, carry out and report on the completion of your project.

The integrity and leadership by which you manage and execute your project will leave a lasting legacy that will serve as a guide for future candidates. With the successful completion of your leadership service project, you will earn the distinction of being a Kassebaum Scholar. Besides receiving a scholarship that will be applied toward your tuition in your senior year, you will also gain the gratitude and respect of your family, friends and the Mater Dei Catholic High School community. Your accomplishment will earn you a place among an elite group of students who truly strive to "Make the Difference."

God bless you,

Katherine A. Gillcrist

Katherine A. Gillcrist, M.Ed.,
Chairman, Dr. Estelle L. Kassebaum Memorial Scholarship

“Where there is love, there are miracles.”

THE DR. ESTELLE L. KASSEBAUM MEMORIAL SCHOLARSHIP
PAY IT FORWARD
LEADERSHIP SERVICE PROJECT PROGRAM



The Dr. Estelle L. Kassebaum Memorial Scholarship was established in 2006 to carry on Dr. Kassebaum's ministry in providing Catholic Education to students and helping them to realize their full potential. The Memorial Scholarship's Pay It Forward Program was created in 2009 to further Dr. Kassebaum's vision to help raise up the next generation of Catholic leaders by encouraging scholarship recipients to excel in devotion and service to their faith, school, community, and families through a leadership service project.

HOW TO START

You have been selected as a candidate for the Dr. Estelle L. Kassebaum Memorial Scholarship and are ready to begin your leadership service project as a part of the Scholarship's Pay It Forward Program (PIF). This workbook will help you plan and record your progress to complete and submit a final report.

THE REQUIREMENT

As a Scholarship candidate, you are to use your time and talent to help further the goals of the Dr. Estelle L. Kassebaum Memorial Scholarship by paying forward a kindness through a leadership service project. This leadership service project is intended to help make the difference in your community or your parish.

You will be assigned a mentor who will provide you with advice and guidance. Your Project Proposal (which can be found on pages 5 and 6 in your Pay It Forward Workbook) should reflect a leadership component, individual creativity, and a beneficial and sustainable purpose. The first draft of this proposal should be submitted to Mrs. Katherine Gillcrist, PIF Advancement Representative, no later than November 24, 2016. The final project proposal needs to be submitted for the final review on December 11, 2016. Once cleared by the PIF Advancement Representative, the completed proposal is to be forwarded to Mr. Michael Hart, Asst. Coordinator of the Pay It Forward Program, and Andrea Puschendorf, Pay It Forward MDCHS Student Liaison Representative, who will sign page 8 and approve funding up to \$250.00 to support your project. Funding will be available through Mrs. Cres Angeles, the Scholarship Treasurer, on December 14, 2016. It is important that you maintain regular contact with your mentor through email or other means decided upon by you and your mentor(s). You are required to keep documentation of all your expenses, and are to return to the Scholarship Fund any portion of your grant not used on your project.

Please remember that you will be working with an organization or charity, and should make sure that you identify an appropriate representative who will endorse your project as a part of the approval process. (For example, if you were to plan a project that was to host a party for residents of Noah Homes in San Diego, you would need the approval and signature(s) of your mentor(s) as well as the appropriate contact at Noah Homes prior to being able to get a final proposal approval and be funded for the project.)

Your project must be completed by March 12, 2017, and the final report must be submitted to Mr. Jorge Gonzales, Esq. for approval and final signatures by March 19, 2017. All completed Pay It Forward Leadership Service Projects will be acknowledged at the Celebration of Life Event held on April 1, 2017. The Kassebaum Scholars will be awarded their scholarships at the MDCHS Awards Ceremony on May 11, 2017.

ORIGINALITY

Does this leadership service project have to be something that has never been done before? The answer is no, but it certainly could be. The most important thing is that you strive to help make a difference and accept responsibility for planning and executing the project, developing a team who can help you with the project, and bringing your project to a successful completion.

LIMITATIONS

- Routine Labor (a job or service normally rendered) should not be considered.
- Projects may not be of a commercial nature.
- Donors to projects must be made aware of what entity is benefitting from the project.
- No minimum number of hours is required.
- There must be a leadership component to the project.
- Students at MDCHS can be recruited to assist on a project, but may not be solicited for donations.



PAY IT FORWARD

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KEY DATES:

- 09/26/16Scholarship Application
Deadline
- 09/27-28/16.....Applicant Interviews
- 10/07/16 Candidates are Announced
- 10/23/16Training Session
- 11/01/16First Status Review
with Mentor
- 11/28/16Project Proposal Deadline
- 12/01/16Second Status Review
with Mentor
- 12/12/16Final Project Approval
- 12/14/16Funding Available
- 01/08/17Third Status Review
with Mentor
- 02/01/17Fourth Status Review
with Mentor
- 03/12/17Project Completion Deadline
- 03/19/17 Final Report Deadline
- 04/01/17Celebration of Life Event
- 05/11/17MDCHS Awards Ceremony

EXAMPLES

Some ideas of projects might include:

- Look for an opportunity to develop a project that will assist Culture of Life or Catholic Charities Organizations.
- Plan a retreat for middle school students.
- Plan holiday activities for the elderly at a retirement home or for disabled adults at Noah Homes.
- Develop a project that will support the disadvantaged at Fr. Joe's Village.
- Establish a Bible study center for children or improve the child care center at your church.
- Collect and repair toys for children in homes with disabilities.
- Reach out to an international nonprofit charities such as Casa de Los Pobres, that supports orphanages in Tijuana, Mexico, or Vente de Grupo, that supports orphanages in Ecuador.

PROJECT APPROVALS

Before you begin your leadership service project, your project plan must be reviewed and approved by an appropriate representative (who is associated with the parish, school, community, or charity where your project is taking place), the PIF Advancement Representative, and the Asst. PIF Coordinator. Once your signature page is completed, you will be funded and your work can begin (see Workbook, page 8.)

The following questions must be answered before receiving this approval:

- What is the project you are planning?
- Who will benefit from this project?
- How will they benefit?
- Who are your contacts / support team in helping to execute this project?
- What are the project planning details?
- Describe the leadership component of your project.

When your project is approved, apply to Mrs. Cres Angeles, Scholarship Treasurer, for release of your funds in the form of a single payout. Keep careful records of your use of all funds. At the end of the project, return unspent stipend funds to Mrs. Cres Angeles.

STATUS REVIEWS

Successful completion of this project requires regular communication with your mentor team, preferably by email, regarding the status, progress or any other issues relating to your project. Experience teaches us that early and regular communications produce a much better outcome of any planned project. There will be mandatory status reviews the first of every month, beginning December 1, 2015

FINAL REPORT

After you complete your project, you are required to submit the final report to Mr. Jorge Gonzales, Esq., Scholarship/Pay it Forward Coordinator, by March 19, 2017. Mr. Gonzales will secure the final signatures that will complete your Pay It Forward Workbook.

Your report should answer the following questions:

- In what ways did you demonstrate leadership of others?
- Give examples of how you directed the project and who helped you.
- In what way did Mater Dei Catholic High School, your community or your church benefit from the project?
- Did the project follow the plan?
- If changes were made to the plan, explain why changes were necessary.

PROJECT DESCRIPTION

Project Name: _____

Describe your project in detail:

What group will benefit from this project? _____

Name of school, community or religious institution: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

My project will be of benefit to the identified group because:

PROJECT DETAILS

Plan your work by describing the present condition, the method, materials to be used, service project helpers, a time schedule for carrying out the service project, the estimated cost of the project, and how the needed funds will be obtained. Describe any safety hazards you might face, and explain how you will ensure the safety of those carrying out the service project.

If appropriate, include photographs of the area before you begin your service project. Provide before and after photographs of your project to give a clear example of your effort.

BEFORE PHOTOGRAPHS

APPROVAL SIGNATURES FOR LEADERSHIP SERVICE PROJECT PLAN

Representative's Approval:

Church, School, Community, or Charity Representative *Date*

Final Review:

Pay It Forward Advancement Representative *Date*

Final Approval:

Ms. Andrea Puschendorf, MDCHS Student Liaison Representative *Date*

Important Note: You may proceed with your leadership service project only when you have

- Completed all the above mentioned planning details
- Shared the service project plans with the appropriate persons
- Obtained approval from the appropriate persons
- Received your funding

MATERIALS

Record materials/expenses required to complete the Leadership Service Project

Type of Materials/Expenses	Total Cost
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

DONATIONS

Record Donations Received

Name	Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

CHANGES

List any changes made to the original service project plan and explain why those changes were made.

LESSONS LEARNED

What have I gained from this Service Project experience:

AFTER PHOTOGRAPHS

Including photographs of your completed project (along with the “before” photograph on page 8) helps present a clearer overall understanding of your effort.

APPROVAL FOR COMPLETED PROJECT

Start date of Leadership Service Project: _____

Completion date of project, including paperwork and final signature: _____

The project was started and has been completed according to the prescribed timeframe, and is respectfully submitted for consideration.

Applicant's signature _____
Date

This leadership service project was planned, developed, and carried out by the scholarship recipient.

Mrs. Katherine A. Gillcrist, M.Ed., Chairman _____
Date

Mr. Jorge Gonzales, Scholarship/Pay It Forward Coordinator _____
Date

It Couldn't Be Done

Edgar Guest

*Somebody said that it couldn't be done,
But he with a chuckle replied
That "maybe it couldn't," but he would be one
Who wouldn't say so till he'd tried.
So he buckled right in with the trace of a grin
On his face. If he worried he hid it.
He started to sing as he tackled the thing
That couldn't be done, and he did it.*

*Somebody scoffed: "Oh, you'll never do that;
At least no one ever has done it";
But he took off his coat and he took off his hat,
And the first thing we knew he'd begun it.
With a lift of his chin and a bit of a grin,
Without any doubting or quiddit,
He started to sing as he tackled the thing
That couldn't be done, and he did it.*

*There are thousands to tell you it cannot be done,
There are thousands to prophesy failure;
There are thousands to point out to you, one by one,
The dangers that wait to assail you.
But just buckle in with a bit of a grin,
Just take off your coat and go to it;
Just start to sing as you tackle the thing
That "cannot be done," and you'll do it.*

PAY IT FORWARD

"Where there is love, there are miracles."

2016-2017 PAY IT FORWARD MENTORING TEAM

MR. JORGE FELIPE GONZALES, ESQ., *Scholarship/Pay It Forward Coordinator*, is an attorney licensed to practice in California. He is a partner of Gonzales and Gonzales in National City, CA where he is engaged in a general practice of law. Mr. Gonzales graduated from St. Pius Catholic School in 1997. He graduated from Marian Catholic School in 2001. During his senior year at Marian he served as Student Body President. Mr. Gonzales graduated from UC Santa Barbara and Thomas Jefferson School of Law. Mr. Gonzales' home parish is St. Pius. He may be reached at (619) 474-8925 / jfgonzalesjd@gmail.com.

MRS. KATHERINE GILLCRIST, M.ED., *Pay It Forward Advancement Representative*, is the daughter of Dr. Estelle L. Kassebaum and LCDR David Kassebaum USN (Ret) and is Vice Chair of the Dr. Kassebaum Scholarship Executive Board. She is a graduate of The University of San Diego High School (Cathedral Catholic High School - Class of '76), The University of California, San Diego (UCSD) with a BA in English Literature, and Azusa Pacific University with an MA in Education. Mrs. Gillcrist is married to CAPT Jim Gillcrist USN (Ret) and, together, they have nine children. She is a homemaker, recipient of the Department of the Navy's Superior Public Service Award, and is currently a fencing coach for the Men's and Women's Fencing Team at UCSD. (858) 245-5986 / katherine.gillcrist@yahoo.com.

MS. CHENIN ANDREOLI, *Mentor*, is a law office manager and paralegal at the firm of Williams Iagmin, LLP. She graduated from St. Pius X School in Chula Vista in 2007 and from Eastlake High School in 2001. Chenin attended San Diego State University and graduated in 2007 with a bachelor's in Public Administration. In the Spring of 2011 she completed her paralegal certification program at Cuyamaca Community College and is a member of the Cuyamaca Association of Paralegals. Chenin may be contacted at (619) 370-2727 / chenin.andreoli@gmail.com.

MS. MICHELLE AROS, *Mentor*, graduated from Eastlake High School in 2004 and graduated Magna Cum Laude from San Diego State University with a bachelor's in communications in 2008. Michelle currently works for the Navy as a management technician for SPAWAR's Small Business Innovation Research Program. She is also working towards a professional certificate in human resources through the University of California, San Diego. Michelle is also a certified yoga instructor and teaches classes in Chula Vista. She may be contacted at (619) 632-3705 / mish_alina@yahoo.com.

MS. KRISTINA ARANDA, *Mentor*, graduated from Chula Vista High School in 2003 and in 2008 she graduated from San Diego State University with a degree in public administration and city planning. Kristina works as a management analyst at SPAWAR System Center in San Diego and has been working there since 2006. During her time with SPAWAR, a U.S. Navy Science Lab, she has been fortunate enough to contribute to the center in many ways include academic outreach, financial management, contract management and interaction with small businesses across the country. Kristin has also served as a member of the Parish Council at Most Precious Blood Parish for two consecutive terms and continues to serve as an active parishioner. She may be contacted at (619) 710-9165 / kristina.aranda@navy.mil.

MR. DAVID BLAIR, *Mentor*, began his Catholic education at St. Charles School in Imperial Beach. He attended Marian Catholic High School where he served as ASB President and as Executive for the Ambassadors for Christ Corps, graduating in the year 2000. At the University of San Diego he graduated summa cum laude with a degree in History. He earned his teaching credential and obtained a Masters degree in Education from San Diego State, specializing in Curriculum and Instruction. David is currently on his 11th year at St. Charles where he teaches 7th and 8th grade, and also is director of athletics. He has also taught at Kaplan College and is currently in his 13th year of teaching kung fu and tai chi at White Dragon Martial Arts School. David and his students work for the poor and needy around the world each year. He has traveled to places like India, Peru, the Philippines, China, Mexico, and Tanzania doing mission work with the Catholic Church. He may be contacted at (619) 203-6427 / dblair4@gmail.com.

MS. CAROL CABRERA, *Mentor*, graduated from Marian Catholic High School in 2007. She is also a graduate of St. Rita's Catholic School. At Marian she participated in many extra-curricular activities while maintaining a GPA over 4.0. By her senior year, she was President of the Associated Student Clubs, Yearbook Editor in Chief, and a member of the Asian Pacific Islander Club, the choir, Campus Ministry, Steel Drums and the Varsity Volleyball Team. Carol graduated from University of California, San Diego in 2011 with a double major in Theatre and Literature/Writing. Upon graduation, she moved to Mississippi and taught troubled youth for a summer through Teach for America and then moved to Arkansas and taught at a low-income school for two years. There, she founded a Youth Playwriting organization and raised thousands of dollars to help young, creative minds put together community theatre. She is currently a high school Humanities teacher at High Tech High North County in San Marcos, California, an actor, a model and a singer-songwriter. She may be reached at (619) 253-2368 / mscarolcabrera@gmail.com.

MS. FRANCES DIAZ, *Mentor*, graduated from Marian Catholic High School in 2004. She is also a graduate from St. Rose of Lima School in Chula Vista. Frances has devoted her life as a student and as a young professional to promote health and wellness. She completed her bachelor's in dietetics at CSU Long Beach and spent much of her time working in community and outpatient wellness programs teaching about nutrition and chronic disease prevention. During her post graduate studies, she attended Oakwood University's Dietetic Internship Program in Alabama and completed all the necessary requirements to sit for her nationally recognized registration exam. Currently she works as an inpatient clinical dietitian and has joined the FITzee Foods Team to continue sharing knowledge about foods and nutrition with a balance of preventative and acute care. She may be reached at (619) 666-1709 / rancesddiaz@gmail.com.

MS. BREE GARCIA, *Mentor*, graduated from Marian Catholic High School in 2005. She is also a graduate from Sacred Heart School in Coronado. While at Marian she was senior class vice president and co-captain of the cheer squad. Bree graduated from New York University in 2009 where she majored in politics and minored in history. She was captain of the NYU cheer squad her junior and senior years. This past year she graduated from California Western School of Law and sat for the California Attorney Bar Exam this past July. She is currently employed with the San Diego County District Attorney's Office and she may be reached at (619) 518-2687 / bree.garcia4@gmail.com.

MR. CARLOS VARELA, *Mentor*, graduated from Marian Catholic High School in 1989. He is also a graduate of Our Lady of Mount Carmel School. Mr. Varela has been a prosecutor with the San Diego District Attorney's Office for approximately 16 years. He is currently assigned to the Gang Prosecution Division. Mr. Varela attended the University of California, San Diego (UCSD) and graduated with a Bachelor of Arts in Political Science. After completing his undergraduate studies, Mr. Varela attended California Western School of Law and graduated with a Juris Doctor degree. Mr. Varela has been active in the community. He is a former board member of the Community Youth Athletic Center (CYAC), a non-profit at-risk youth program. He is a former President of San Diego La Raza Lawyers Association. Mr. Varela is a current board member of Mater Dei Catholic High School. He may be contacted at (619) 573-7496 / c.varela@cox.net.

DR. ESTELLE L. KASSEBAUM MEMORIAL SCHOLARSHIP
PAY IT FORWARD LEADERSHIP SERVICE PROJECT
2016-2017 CONTACT LIST

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